



RFP QUESTIONS & IFA ANSWERS

Question 1: Sections 4.2.8.2 and 4.2.8.3 on page 10 of the RFP appear to be the same requirement. Should we just answer both of these in the same manner?

Answer: The RFP document has been revised and reposted on our website indicating 4.2.8.2 is now "Reserved" you are not required to answer. Please answer 4.2.8.3.

Question 2: In section 4.2.4.8.3 on page 8 of the RFP, I am assuming the right column is for market studies completed for any HFA. Additionally, does this mean market studies completed directly for the HFA as a client or for any studies to be used by an HFA?

Answer:

4.2.4.8.3 Second column "Total Number of Housing Market Studies Completed" should contain the total number of market studies completed for each month (including HFA commissioned).

4.2.4.8.3 Third column "Number of LIHTC Housing Market Studies Completed for State HFA (9% or 4%)" list only the number of market studies directly commissioned by an HFA for each month listed.

NOTE: In some states 4% tax credit market studies are commissioned by the developer and not commissioned by HFA (this is true in Iowa).

Question 3: On page 17 of the RFP under heading "M. ADDENDUM A - " it says: Summary tables shall be completed and included in the market study. The IFA Excel Spreadsheet Addendum A is required. Please contact IFA if you have any questions or concerns regarding Addendum A. A sample of this exhibit is attached to this guide as Exhibit Addendum A. An electronic copy of the spreadsheet will be provided on our website.

Is "Addendum A" the blank table found on Page 20 of the Iowa Finance Authority' Low-Income Housing Tax Credit 2015 Market Study Guide - Final Draft?"

Answer: Yes, page 20 illustrates what the Addendum A spreadsheet looks like. We have placed a sample of this on our website <http://www.iowafinanceauthority.gov/Public/Pages/RFP>

Question 4: 4.2.4.4 – Please clarify the following: “An overview of the firm’s plans for providing the necessary services to the Authority.” This is vague.

Answer: The Request for Proposals (RFP) and Exhibit #1 2015 Low-Income Housing Tax Credit Market Study Guide are the parameters.

Question 5: 4.2.4.7 – Please provide clarity surrounding what type of projects our firm would be eligible to perform for IFA. It is nearly impossible to develop a professional fee quote without understanding the parameters of a given job. For example, should an applicant be submitting a project with a retail/commercial component in addition to the apartment analysis, the fee would be higher as this is more involved. The same may be true for an acquisition/rehab versus new construction. Would you like us to quote a fee range?

Answer: It is a firm's decision how to propose pricing or set limitations to the pricing proposal.

Question 6: 4.2.5.5 & 4.2.5.6 – Please understand the risk involved with us providing IFA with three client references in addition to all developers for whom we've rendered market study services since January 1, 2013. As a full service valuation firm, we provide a market study within every appraisal performed. To provide you with confidential client information and then authorize dissemination of that information according to the Freedom of Information Act does not seem prudent for any business, especially considering the possibility of not being selected to provide studies to IFA. Can you limit your request for our confidential client information to three references only?

Answer: The Authority will not limit its request. It is unlikely that a comprehensive market study report as outlined in our Market Study Guide is provided with all appraisals. If an appraisal does contain such a comprehensive market study report, it should be included in the list requested by the Authority.

A firm may request certain proposal information be treated as confidential at the time of submission pursuant to the procedures set forth in Section 2.20 of the RFP and the Authority will make a determination whether such information is confidential under Iowa Code Chapter 22.

Question 7: 4.2.5.8 – In our experience, a developer that has invested time and money into a project, especially one that will be submitted in a highly competitive 9% tax credit application round, has done enough research to know that there is demand for the proposed units and that the income after expenses makes the project feasible. Never have we officially opined in a full market study report that a project is not feasible; generally, if we find feasibility issues early-on during a study, we communicate that to the client and the project is cancelled or reworked. We recently completed an appraisal in which feasibility issues were highlighted, but it was a completely different property type. If we don't have a non-feasible market study sample, what do you recommend?

Answer: This is a requirement for our evaluation of each proposal.